

## Early Head Start Home Base Visitor

### Position Summary:

The Home Base Visitor contributes to the agency's child development philosophy and goals by leading a comprehensive child development program.

### Responsibilities:

- Conduct weekly 90-minute home visits to young children and their families.
- Carry out “curriculum” for child development in the context of the home and during group “socialization” experiences.
- Facilitate group “socialization” experiences and other family group activities.
- Provide education and support services to families.
- Conduct screening and ongoing assessment of young children’s development.
- Collaborate with families to establish family development goals, and document this collaborative process in family partnership agreements.
- Promote parental involvement in curriculum planning, program governance, and the overall Head Start program.
- Monitor and educate parents with respect to children’s health status, including medical follow-up, physical health, dental health, mental health, and nutritional intake.
- Provide management, crisis intervention, and resource referral services.
- Act as liaison and advocate between community resources and Head Start families.
- Transport family when appropriate to and from community resources or other activities.
- Complete documentation of home visits, socialization experiences, and other relevant activities.
- Maintain confidentiality of family records and information.
- Participate fully in supervision and training experiences.
- Perform other duties as assigned.

### Mandatory Job Qualifications:

- Have a minimum of a home-based CDA credential or comparable credential, or equivalent coursework as part of an associate’s or bachelor’s degree
- At least 2 years’ experience working with children and families in a human service setting.
- Capacities to problem solve, handle crisis, and work with families and children of various cultures from low-income backgrounds.
- Approach to working with families that is empathic, nonjudgmental, respectful, and professional.
- Willingness to work primarily in the homes of families residing in high-risk communities.
- Flexibility with respect to time and days able to work as well as to work tasks.
- Active driver’s license and Car Insurance.

**How to Apply:** Please forward resume to Ms. Beth Rivera at [brivera@marycrane.org](mailto:brivera@marycrane.org).